# Safe Work Procedure

**Process/Equipment:** Leco BG-32 Belt Grinder  
**Location:** Bld1 G10  
**Procedure Developed by:** Greg Tillman  
**Approved by:**  
**Date:** 2/02/05  

**Referenced UOW Guidelines, legislation, codes of practice, Australian Standards etc:**

- EQ.MA-Ms3-03-14 Instruction Manual for Leco BG-32 Belt Grinder

## Personal Protective Equipment Required

*Check the box for required PPE:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Hazards Identified (What could cause an injury)</th>
<th>Risk Score (How harmful is it)</th>
<th>Controls (What can be done to minimise the risk of injury)</th>
</tr>
</thead>
</table>
| Turn on the grinder as explained in operating instructions. | Eye Damage  
LOSSE FITTING CLOTHING. | H | Wear safety glasses  
Wear tight fitting clothing. Shirt sleeves in particular should be tight.  
Never wear gloves.  
Ensure long hair is contained |
| Gripping the sample | Loss of soft tissue on finger tips | M | Ensure finger tips are well away from belt surface. |
| Sample slipping from hand | Hand damage trying to retrieve sample | H | Depress the stop button and wait for the belt to become stationary. |
| Changing Belt | Machine starting accidentally while cover is open. | H | Ensure grinder has electrical isolation ie: power plug is removed from wall to negate this happening |